

## CHAPTER 32 INTERIOR DESIGNERS

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### **3200 APPLICABILITY**

- 3200.1 This chapter shall apply to applicants for and holders of a license to practice interior design.
- 3200.2 Chapter 33 (General Rules: Funeral Directors, Veterinarians, and Interior Designers) of this title shall supplement this chapter.
- 3200.3 The provisions of this chapter shall prevail in the event of a direct and irreconcilable conflict between this chapter and chapter 33 of this title.

**AUTHORITY:** Unless otherwise noted, the authority for this chapter is §5(3) of the District of Columbia Interior Designer Licensure Act of 1986, D.C. Law 6-172, D.C. Code §2-3404(3) (1988), and Mayor's Order 87-277, 35 DCR 47 (January 1, 1988).

**SOURCE:** Final Rulemaking published at 36 DCR 3482 (May 12, 1989).

### **3201 TERM OF LICENSE**

- 3201.1 A license to practice interior design shall expire on October 31 of each year.

**SOURCE:** Final Rulemaking published at 36 DCR 3482 (May 12, 1989).

### **3202 LICENSURE BY EXAMINATION**

- 3202.1 Except as otherwise provided in this chapter, in order to be licensed to practice interior design, an applicant shall pass the examination administered by the National Council for Interior Design Qualification (NCIDQ) (the national examination).
- 3202.2 An applicant who passed the national examination prior to the effective date of this chapter shall not be required to retake the examination.

- 3202.3 The passing score on the national examination shall be a passing score on each test that forms a part of the examination as determined by the NCIDQ.
- 3202.4 An applicant shall arrange to have the NCIDQ forward the applicant's test results directly to the Board.
- 3202.5 An applicant taking the national examination for the first time shall take all parts of the examination. Thereafter, an applicant may take one or all parts of the examination at subsequent administrations until the applicant has passed all parts of the examination.

**SOURCE:** Final Rulemaking published at 36 DCR 3482 (May 12, 1989).

**3203 WAIVER OF EXAMINATION FOR CERTAIN PERSONS PRACTICING INTERIOR DESIGN ON FEBRUARY 24, 1987.**

- 3203.1 The Board may exempt from the examination requirements of §3202.1 an applicant otherwise qualified to practice interior design who proves to the satisfaction of the Board that the applicant was practicing interior design for three (3) consecutive years immediately preceding February 24, 1987, and applies for licensure within one year of the effective date of this chapter.
- 3203.2 For the purposes of this section, an applicant shall be deemed to have been practicing interior design if, for each year the applicant claims credit, the applicant worked a minimum of one thousand five hundred (1,500) hours performing the activities or services described in §3206.1.
- 3203.3 An applicant under this section shall do the following:
- (a) Submit an affidavit attesting that the applicant has practiced interior design for three (3) consecutive years immediately preceding February 24, 1987, in accordance with the requirements of §3203.2; and
  - (b) Arrange to have the following documentation in support of the affidavit submitted directly to the Board:
    - (1) Certification of active professional membership for three (3) consecutive years immediately preceding February 24, 1987, in one of the following professional organizations:
      - (A) American Society of Interior Designers;
      - (B) Institute of Business Designers;
      - (C) Institute of Store Planners; or
      - (D) Any other professional organization that since February 24, 1984, has required the successful completion of the NCIDQ examination as a condition of membership in the organization; or
    - (2) Certification of professional interior design experience, on forms supplied by the Board, from each employer by whom the applicant was employed during the three-year (3) period immediately preceding February 24, 1987.



3203.4 An applicant who cannot provide the documentation of work experience set forth in §3203.3(b) shall in lieu thereof arrange to have the following documentation in support of the applicant's affidavit of work experience required under §3203.3(a) sent directly to the Board:

- (a) Two (2) references, on forms supplied by the Board, from licensed interior designers, interior designers who have passed the NCIDQ examination, or licensed architects certifying that the applicant has provided interior design services for three (3) consecutive years immediately preceding February 24, 1987; and
- (b) Two (2) references, on forms supplied by the Board, from clients for interior design work performed during the three-year (3) period immediately preceding February 24, 1987.

3203.4 The Board may waive any requirement of §3203.3(b) for an applicant who has equivalent proof that the applicant was practicing interior design for three (3) consecutive years immediately preceding February 24, 1987.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3483 (May 12, 1989).

#### **3204 EDUCATION**

3204.1 Effective January 1, 1992, an applicant shall have successfully completed an educational program in interior design of at least two (2) academic years at a college, university, or institution accredited at the time of the applicant's attendance by an accrediting body recognized by the Secretary of the United States Department of Education or the Council on Postsecondary Accreditation, or licensed by the jurisdiction in which the school is located.

3204.2 Effective January 1, 1995, an applicant shall have successfully completed an educational program in interior design of at least two (2) academic years at a college, university, or institution accredited at the time of the applicant's attendance by an accrediting body recognized by the Secretary of the United States Department of Education or the Council on Postsecondary Accreditation.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3485 (May 12, 1989).

#### **3205 LICENSE BY RECIPROCITY**

3205.1 An applicant for a license by reciprocity shall furnish proof satisfactory to the Board that the following requirements are met:

- (a) The applicant is licensed and in good standing as an interior designer in a jurisdiction of the United States with requirements that are substantially equivalent to the requirements of the Act and this chapter; and
- (b) The jurisdiction in which the applicant is licensed admits interior designers licensed by the District of Columbia in like manner.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3485 (May 12, 1989).

**3206 SCOPE OF PRACTICE**

3206.1 A license to practice interior design shall permit the holder of the license, consistent with the District of Columbia Construction Codes, to identify, research, and solve problems, using specialized knowledge of interior construction, building systems and components, building regulations, equipment, material, and furnishings, by performing the following activities and services:

- (a) Interior design programming;
- (b) Interior design analysis;
- (c) Space planning;
- (d) Inspection of interior design work on site;
- (e) Specification of furnishings and materials; and
- (f) Preparation of interior design drawings and documents.

3206.2 This chapter shall not require a license for, or restrict or prohibit an individual from engaging in, an activity or service described in §3206.1 if the following requirements are met:

- (a) The individual is licensed to engage in the activity or service under another District law or regulation;
- (b) The individual is exempt under §9(b) of the Act, D.C. Code §2-3408(b) (1988);
- (c) The individual is an architect engaged in the practice of architecture pursuant to the Act of December 13, 1924, ch. 9, 43 *Stat.* 714, as amended, D.C. Code §2-201 *et seq.* (1988). An architect may utilize the title "Interior Designer."

3206.3 For the purposes of this chapter, a permit issued under the authority of the District of Columbia Construction Code shall not constitute a license to engage in an activity or service enumerated in §3206.1.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3485 (May 12, 1989).

**3207 CONTINUING EDUCATION**

3207.1 Subject to §3207.2, this section shall apply to applicants for the renewal of a license for a term expiring October 31, 1991, and for subsequent terms.

3207.2 This section shall not apply to applicants for an initial license, nor shall it apply to applicants for the first renewal of a license granted by examination.

3207.3 A continuing education credit shall be valid only if it is part of a program approved by the Board in accordance with §3208.

3207.4 An applicant for renewal of a license shall submit proof pursuant to §3207.5 of having completed five (5) contact hours of credit in approved continuing education programs during the term of the license.



- 3207.5 An applicant under this section shall prove completion of required continuing education credits by submitting with the renewal application the following information with respect to each program:
- (a) The name and address of the sponsor of the program;
  - (b) The name of the program, its location, a description of the subject matter covered, and the names of the instructors;
  - (c) The dates on which the applicant attended the program;
  - (d) The hours of credit claimed; and
  - (e) A certificate of successful completion from the sponsor.
- 3207.6 An applicant for renewal of a license who fails to submit proof of having completed continuing education requirements by the date the license expires may renew the license up to sixty (60) days after expiration by submitting the proof pursuant to §3207.5 and by paying the required additional late fee.
- 3207.7 Upon submitting proof and paying the late fee, the applicant shall be deemed to have possessed a valid license during the period between the expiration of the license and the submission of the required documentation and payment of the late fee.
- 3207.8 If an applicant for renewal of a license fails to submit proof of completion of continuing education requirements or pay the late fee within sixty (60) days after the expiration of the applicant's license, the license shall be considered to have lapsed on the date of expiration.
- 3207.9 The Board may, in its discretion, grant an extension of the sixty (60) day period, up to a maximum of one (1) year, for renewal after expiration, if the applicant's failure to submit proof of completion of continuing education requirements was for good cause.
- 3207.10 For purposes of this section, "good cause" includes the following:
- (a) Serious and protracted illness of the applicant; or
  - (b) The death or serious and protracted illness of a member of the applicant's immediate family.
- 3207.11 An extension granted under this section shall not relieve an interior designer from complying with the continuing education requirement for the next renewal period.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3486 (May 12, 1989).

**3208 APPROVED CONTINUING EDUCATION PROGRAMS**

3208.1 The Board may, in its discretion, approve continuing education programs that contribute to the growth of an applicant in professional competence in the practice of interior design and which meet the other requirements of this section.

3208.2 To qualify for approval by the Board, a continuing education program shall do the following:

(a) Provide instruction in one of the following subjects:

- (1) An area of practice enumerated in §3206.1; or
- (2) An area of knowledge which advances consumer protection; and

(b) Be one of the following activities:

- (1) A lecture;
- (2) A conference;
- (3) A seminar;
- (4) A course of instruction; or
- (5) A workshop; and

(c) Be prepared, offered, or administered by:

- (1) An institution of higher learning accredited by an accrediting body recognized by the United States Secretary of the Department of Education or the Council on Postsecondary Accreditation; or
- (2) An institution holding institutional membership in the Council on the Continuing Education Unit.

3208.3 The Board may issue and update a list of approved continuing education programs.

3208.4 An applicant shall have the burden of verifying whether a program is approved by the Board pursuant to this section prior to attending the program.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3488 (May 12, 1989).

**3209 DISCIPLINARY ACTIONS**

3209.1 The Board may revoke, suspend, refuse to renew, or deny an application for a license for violation by the licensee or applicant of section 11 of the Act, D.C. Code §2-3410 (1988), after providing notice and an opportunity for a hearing in accordance with chapter 33 of this title.

3209.2 If the Board determines that there is a violation of §11 of the Act, D.C. Code §2-3410 (1988), the Board may take one of the actions specified in §3209.1 or one or more of the following lesser actions:



- (a) Reprimand the interior designer;
- (b) Place the interior designer on probation for a specified period;
- (c) Impose limitations on the license of the interior designer; or
- (d) Require a course of remediation approved by the Board which may include the following:
  - (1) Retraining; and
  - (2) Reexamination, in the discretion of and in the manner prescribed by the Board.

3209.3 If the Board places an interior designer on probation, imposes a limitation on the license of an interior designer, or requires a course of remediation, the Board may provide that if the interior designer fails to satisfy the conditions of probation, observe the limitations imposed on the license, or complete the course or remediation, the Board may suspend or revoke the interior designer's license.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3489 (May 12, 1989).

## 3299 DEFINITIONS

3299.1 As used in this chapter, the following words and phrases have the meanings ascribed:

**Act** - the District of Columbia Interior Designer Licensure Act of 1986, D.C. Law 6-172, D.C. Code §§2-3401 *et seq.* (1988).

**Applicant** - a person applying for a license to practice interior design under this chapter.

**Board** - the Board of Interior Designers for the District of Columbia, established by the Act.

**Contact hour** - a period of sixty (60) minutes of instruction in a continuing education program. One (1) contact hour equals one tenth (0.1) of a continuing education unit.

**Construction Codes** - the BOCA Basic National Building Code of 1984, the 1985 Supplement to the BOCA Basic National Codes of 1984, the Building Code (12A DCMR), Plumbing Code (12B DCMR), Mechanical Code (12C DCMR), Fire Prevention Code (12D DCMR), Existing Structures Code (12E DCMR), and One and Two Family Dwelling Code (12F DCMR), adopted pursuant to the District of Columbia Construction Codes Adoption Act of 1983, D.C. Law 6-216, D.C. Code §§1-322, 1-323, 1-1023 (1987) and any amendments thereto.

**Interior designer** - a person licensed to practice interior design under this chapter.

3299.2 The definitions in §3399 of chapter 33 of this title are incorporated by reference and are applicable to this chapter.

**SOURCE:** Final Rulemaking published at 36 DCR 3482, 3489 (May 12, 1989).

